



OFFICE OF THE CLERK/TREASURER

City of Burlington

City Hall, Room 20, 149 Church Street, Burlington, VT 05401

Voice (802) 865-7000

Fax (802) 865-7014

TTY (802) 865-7142

Draft

**BOARD OF FINANCE
MONDAY, MAY 2, 2011
CONFERENCE ROOM 12, CITY HALL
5:00 P.M.**

Present: Mayor Kiss, President Keogh, Councilor Paul, Councilor Mulvaney-Stanak;

Absent: Councilor Wright

Also Present: CAO Leopold, ACAO Schrader, ACAO Goodwin, Councilor Bushor, Councilor Brennan, Seth Lasker, Fire Chief, Mari Steinbach, Director of Parks and Recreation, Stephanie Harker, Human Resources Department, Julie Palagonia, Human Resources Department.

1. Agenda

There being no amendments to the agenda, the agenda was approved.

2. Clerk/Treasurer – McClure Building Lease:

CAO Schrader presented a proposal to lease space for Human Resources, Payroll and the Community Justice Center (CJC). ACAO Schrader explained that this lease would replace two leases the City has currently at an annualized savings of approximately \$40,000. However, the City would incur additional costs for the remainder of this calendar year as the CJC lease doesn't expire until December 31. ACAO Schrader indicated that the additional cost could be as much as \$40,000 if a tenant couldn't be found to sublet the space or the current landlord didn't work with the City to replace CJC. Councilor Wright made a motion, seconded by Councilor Mulvaney-Stanak, to recommend approval of a resolution authorizing a lease with Champlain Housing Trust for space for Human Resources, Payroll and CJC and urged that the Administration make every effort to sublet or assign the remainder portion of the lease. The motion passed unanimously.

3. Parks: McKenzie Lease

Mari Steinbach addressed the Board with a request to extend the lease with the Intervale Center for the management of 35 acres of tillable land at McKenzie Park. President Keogh made a motion, seconded by Councilor Paul, to recommend approval of the lease by the City Council. The motion passed unanimously.

4. Parks/HR: Superintendent of Parks

Mari Steinbach addressed the Board with a request to hire a Parks Operations and Maintenance Superintendent at a placement outside the typical step at a Step 7 due to the candidate's salary at his current position, his specific experience, and the benefit to the Department of that prior experience. Ms. Steinbach indicated that nine resumes were received with the applicants being

vetted by a panel of Parks staff and community representatives. Councilor Paul inquired why the applicant was leaving his current position. Ms. Steinbach explained the individual had ties to the community and believed this was a better opportunity for him professionally and for his family. Ms. Steinbach, in response to inquiry, explained that this position is a direct report to her and will be supervising numerous positions within the Department and was within budget. President Keogh moved, seconded by Councilor Mulvaney-Stanak, to approve the hiring of the individual at a Step 7. The motion passed unanimously.

5. Fire: Purchase of Used Fire Truck

Chief Lasker addressed the Board with a proposal to purchase a used fire truck in lieu of repairing the current truck that was identified in the bond authorized by the City Council. He indicated that the truck being considered would cost less to purchase than it would take to recondition the truck identified for the bond. President Keogh moved, seconded by Councilor Paul, to authorize the purchase of the used truck for North Thompsonville Fire Department at a cost of \$65,000 utilizing the bond proceeds designated to refurbish the current engine. The motion passed unanimously.

Other Business:

CAO Leopold informed the Board that ACAO Goodwin has requested the Airport Budget presentation be postponed for two weeks until May 23 to give the Department more time to work on the budget. CAO Leopold indicated that he would send an update to the members of the budget meetings for the month.

President Keogh reminded the Board they have been charged with hiring a budget consultant on behalf of the City Council. Councilor Bushor stated the resolution she sponsored authorized the Board to determine if a consultant is appropriate and she would leave it up to them to move forward as they deem appropriate.

Councilor Paul moved, seconded by Councilor Wright, to adjourn. The meeting was adjourned at 5:32 p.m.